



WISCONSIN

DEPARTMENT OF WORKFORCE DEVELOPMENT

Division of Workforce Solutions
Bureau of Workforce Programs

**TO: Economic Support Supervisors
Economic Support Lead Workers
Training Staff
Child Care Coordinators
W-2 Agencies**

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BWP OPERATIONS MEMO

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Non W-2 [X] W-2 [X] CC [X]

PRIORITY: Medium

SUBJECT: CHANGE IN DEADLINE FOR RECOVERY CLAIMS

CROSS REFERENCE: Operations Memo 99-64 (Self-Study Guide regarding Recoveries)

EFFECTIVE DATE: August 1, 2001

PURPOSE

This memo announces a revised policy for the time periods allowed to establish overpayment claims.

POLICY

Until now, policy provided that a claim must be established within 30 days from the discovery of the error.

Beginning August 1, DWS will allow for a longer time period for the establishment of claims. Claims must now be established before the last day of the calendar quarter following the calendar quarter in which the overpayment was discovered.

Example #1: If an overpayment is discovered on June 20th, it must be established by September 30th.

Example #2: If an overpayment is discovered on January 2nd, it must be established by June 30th.

Continue to establish claims whenever a group has received incorrect benefits that are subject to recovery.

CONTACT

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Note: Email contacts are preferred. Thank you.